

GROUNDS MAINTENANCE WORKER I

GENERAL RESPONSIBILITIES

Performs basic grounds maintenance of County owned parks, grounds, buildings and facilities, in accordance with applicable Federal, State, and local laws.

ESSENTIAL TASKS include the following: other duties may be assigned.

1. Operate basic grounds maintenance equipment
2. Maintain equipment and tools
3. Follow OSHA, MOSH, ICC, Department of Natural Resources and County Parks Rules and Regulations, State Annotated Code and other Federal, State, and local laws
4. Maintain County facilities by performing leaf removal, mowing, trimming, trash cleanup, snow removal and other grounds maintenance tasks
5. Report to work outside of normal work hours for emergency operations
6. Perform related duties as to specific assignments
7. Any employee may be identified as Essential Personnel during emergency situations
8. Provide services to customers by answering questions, providing information, making referrals, and assuring appropriate follow-through and/or resolution
9. Communicate with managers, supervisors, co-workers, citizens, and others, maintains confidentiality; and represents the County

EDUCATION AND EXPERIENCE

1. High school diploma or general education diploma (GED)
2. One year of experience in grounds maintenance *

* A comparable amount of training and experience may be substituted for the minimum qualifications.

KNOWLEDGE, SKILLS, AND ABILITIES

1. Read, analyze and interpret information and policies
2. Complete routine paperwork such as work orders and time cards
3. Use mechanical tools and maintenance equipment
4. Apply basic mechanical knowledge to perform routine maintenance on grounds equipment
5. Use computer software programs and/or other applications

CERTIFICATES, LICENSES AND REGISTRATIONS

1. Valid driver's license
2. Must obtain Class B Commercial Driver's License within six months of employment
3. DOT (Department of Transportation) Physical Card
4. Requires criminal background check as condition of employment